

The Wisconsin Public Library Consortium is seeking proposals for the services of a Project Manager.

The description of the Project Manager duties are:

Under the direction of the WPLC Board, the WPLC project manager will:

Carry out or oversee the implementation and operation of the projects approved by WPLC.

Administer the plan of activities approved by the WPLC

Communicate with the WPLC chair on issues that need WPLC attention or action.

Attend and report at the periodic meetings of the WPLC.

Prepare and present reports on the projects approved by WPLC.

Create and edit content for the WPLC website.

Communicate with WPLC partners and libraries.

Research and propose new projects and services.

Develop the annual budget with the WPLC budget subcommittee

Based on previous experience, it is expected that these duties will require approximately 150 hours annually.

The WPLC typically meets at the WLA offices in Madison.

### **Qualifications**

The person/organization should be familiar with the impact of information technology on libraries, and the trends and developments in this technology and its applicability to libraries. The person/organization should demonstrate organization skills that will accomplish the duties of the Project Manager. The person/organization should demonstrate oral, written, electronic, and interpersonal skills that demonstrate effective communication methods with the WPLC partners and libraries.

### **Responses to Proposal**

The person/organization that responds to this proposal should provide evidence of his/her/its ability to carry out the duties and meet the qualifications of the position. The response to this proposal will include the person's/organization's fee to carry out the responsibilities of the position including but not limited to travel, supplies, phone calls, electronic resources, etc.

Please respond by April 1, 2010.

Please send the response by USPS, fax, or e-mail to:

David Weinhold, Director

Eastern Shores Library System

4632 S. Taylor Drive

Sheboygan, WI 53081

Fax: 920-208-4901

e-mail: [weinhold@esls.lib.wi.us](mailto:weinhold@esls.lib.wi.us)

### **Information about the Wisconsin Public Library Consortium**

The Wisconsin Public Library Consortium (WPLC) is a cooperative group whose members include public library systems and public libraries throughout Wisconsin. WPLC was created and exists to pool the resources of libraries throughout the state and use them to cooperatively undertake projects that may otherwise be unavailable to single libraries and library systems or could be enhanced through cooperation, thus sharing both the costs and the knowledge and resources acquired.

WPLC began as a consortium that provides Wisconsin citizens with access to a collection of electronically published books (ebooks) in a wide range of subjects, from expensive reference titles to recreational reading materials, which they may read from home, work or school or from any member library in the Consortium. It has expanded this role to provide access to a collection of digital media - audio books, music, and video.

The Consortium undertakes such other projects, primarily concerned with research and development and/or new technologies, as the Consortium shall from time to time determine. It has coordinated statewide surveys of users and non-users of public libraries and disseminates the results of those surveys.

It increases public awareness about the availability and advantages of electronic books, digital media, and such other projects and services as the Consortium may from time to time undertake.

The WPLC increases public library staff understanding of new technologies and other Consortium undertakings, and develops training programs so that staff may help the public understand and use these products and services.

It maintains a decision-making and fiscal model for public library cooperation that will allow libraries to collaborate to explore and implement new information technologies and issues, sharing the costs as well as the knowledge and resources.

Attached are the Bylaws of the Wisconsin Public Library Consortium and the Consortium's website is at: <http://www.wplc.info/>